

LEBANON BOARD OF EDUCATION

**Board Room
700 Holbrook Avenue
July 16, 2018
5:30 pm**

REGULAR MEETING

- I. Call to Order**
- II. Pledge to the Flag**
- III. Roll Call**
- IV. Adoption of the Agenda**
- V. Hearing of the Public**
- VI. Approval of the Minutes and Signing**

Approve and sign minutes of Special Meeting, July 9, 2018.

VII. Financial Section

A. Treasurer's General Fund Analysis & Financial Reports

B. Energy Management Update

C. Monthly Reports

It is recommended to accept the financial reports for June 2018 as presented.

D. Public Record Requests

Report of public record requests as submitted.

E. Amended Appropriations

It is recommended to adopt the amended appropriations for fiscal year 2018 as presented.

F. Amended Certificate of Estimated Resources

It is recommended to adopt the amended certificate of estimated resources for fiscal year 2018 as presented.

G. Advances

The Treasurer reports the following advances of funds were made at June 30, 2018 to eliminate negative fund balances. They will be repaid during July, 2018.

From Fund	To Fund	Amount
General Fund, 001-0000	Summer School, 001-9800	\$4,249.60
General Fund, 001-0000	Permanent Improvement, 003-9099	\$38,655.25
General Fund, 001-0001	Wrestling Tournament, 022-9004	\$74.87
General Fund, 001-0000	Baseball Tournament, 022-9005	\$219.25
General Fund, 001-0000	LHS Science Olympiad, 200-9033	\$172.95
General Fund, 001-0000	St. Francis Auxiliary Services, 401-9019	\$2,690.10
General Fund, 001-0000	Making Middle Grades Work - LJHS, 461-9018	\$250.00
General Fund, 001-0000	IDEA, Part B FY 18, 516-9018	\$128,817.14
General Fund, 001-0000	Title III FY 18, 551-9018	\$3,363.15
General Fund, 001-0000	Title I FY18, 572-9018	\$47,481.87
General Fund, 001-0000	Title IIA FY 18, 590-9018	\$3,150.64
General Fund, 001-0000	Title IVA FY 18, 599-9018	\$3,458.81

H. New Fund Approval

It is recommended to approve the establishment of the following funds:

- 401-9019 Saint Francis Auxiliary Service Fund FY19
- 401-9119 LUMK Auxiliary Service Fund FY 19
- 401-9219 Lebanon Christian Auxiliary Service Fund FY 19
- 516-9019 IDEA-B Special Education FY 19
- 551-9019 Title III FY 19
- 572-9019 Title I FY 19
- 572-9119 Title I Delinquent FY 19
- 587-9019 IDEA Early Childhood FY 19
- 590-9019 Title II-A Teacher Quality FY 19

I. Temporary Appropriations FY19

It is recommended to adopt the temporary appropriations resolution for the fiscal year 2019 as presented.

J. Approval of Contract Lease between Lebanon City Schools and the Warren County Career Center Early Childhood Learning Lab.

It is recommended to approve the contract lease between Lebanon City Schools and the Warren County Career Center Early Childhood Learning Lab for the 2018-2019 School Year. This lease agreement allows Lebanon to place one

teacher for preschool students with disabilities and one special education teacher assistant into the Learning Lab Preschool program for the provision of special education and related services on the Learning Lab site. (copy included in packet)

K. Approval to Ratify the Public Bidding for the High School Parking Lot Resurfacing including Alternate 1, Alternate 2, an Alternate 3 and award the contract to Pinnacle Paving and Sealing.

It is recommended to ratify the public bidding for the High School Parking Lot Resurfacing including Alternate 1, Alternate 2, and Alternate 3 and award the contract to Pinnacle Paving and Sealing. (copy of Bid Tabulation included in packet)

L. Approval of Software and Services Agreement between Lebanon City Schools and Terrace Metrics, Inc

It is recommended to approve a Software and Services Agreement between Lebanon City Schools and Terrace Metrics, Inc., for the purpose of utilizing the company's proprietary analytical software tools. (copy of Agreement included in packet)

M. Approval of Summary of Services with Warren County Educational Services for the 2018-2019 School Year

It is recommended to approve a Summary of Services with Warren County Educational Services for the 2018-2019 School Year. (copy included in packet)

N. Approval of Contract between Lebanon City Schools and Butler County Educational Service Center for the provision of educational programming while students are enrolled at Beckett Springs Changes for the 2018-2019 School Year

It is recommended to approve a Contract between Lebanon City Schools and Butler County Educational Service Center for the provision of educational programming while student are enrolled at Beckett Springs Changes for the 2018-2019 School Year. (copy included in packet)

O. Approval of Contract between Lebanon City Schools and Hamilton County Educational Service Center for an ESL Consultant for the 2018-2019 School Year

It is recommended to approve a Contract between Lebanon City Schools and Hamilton County Educational Service Center for an ESL Consultant for the 2018-2019 School Year. (copy included in packet)

VIII. Communications

A. Superintendent's Update

- Construction
- Spanish Immersion
- Berry Amphitheater Project
- Athletic Facility Planning

IX. New Business

A. Approval of First Reading of Board Policy

It is recommended to approve a First Reading of the following Board Policy.

1. 2271-College Credit Plus Program

B. Approval of Handbooks

It is recommended to approve the following handbooks for the 2018-2019 School Year:

Lebanon City School Parent and Student Handbook Grades PK-4
Bowman Primary School Staff Handbook
Donovan Elementary School Staff Handbook
Berry Intermediate School Parent and Student Handbook
Berry Intermediate School Staff Handbook
Lebanon Junior High School Parent and Student Handbook
Lebanon Junior High School Staff Handbook
Lebanon High School Parent and Student Handbook
Lebanon High School Staff Handbook
Lebanon City Schools Band Handbook
Lebanon High School Choral Handbook
Lebanon City Schools Student-Athlete Handbook
Lebanon City Schools Coaches Handbook
Lebanon City Schools Transportation Student & Parent Handbook
Lebanon City Schools Transportation Staff Policy and Procedure Manual
Lebanon City Schools Volleyball Handbook
Lebanon City Schools Girls Soccer Handbook
Lebanon City Schools Boys Soccer Handbook
Lebanon City Schools Girls Golf Handbook
Lebanon City Schools Boys Golf Handbook
Lebanon City Schools Cheerleading Handbook
Lebanon City Schools Football Handbook
Lebanon City Schools Cross Country Handbook

Lebanon City Schools Tennis Handbook

C. Approval of Revised List of 2018 Graduates

It is recommended to approve the revised list of 2018 Graduates (copy included in packet)

D. Donations

Donor	Amount	Purpose
VFW Post 6069	\$3,000.00	Toward the Construction of the LHS Military Veterans' Wall
Mr. Brian DeGennaro	\$1,000.00	Toward the Construction of the LHS Military Veterans' Wall
Beverly Barr	\$400.00	To be awarded as the Dennis Barr Jeffery Memorial Scholarship to a graduating LHS senior
Christo Homes, Inc.	\$7,000.00	To be used for technology needs for the district.

E. Donations

Donor	Amount	Purpose
Donna Davis-Norris	\$150.00	Toward the Construction of the LHS Military Veterans' Wall

F. Donations

Donor	Amount	Purpose
Mr. Ryan Patterson, Jr.	\$1,000.00	Toward the Construction of the LHS Military Veterans' Wall

G. Personnel

1. Resignations/Retirements

It is recommended to approve the following **Resignations**:

- a. Tiffany Martin, LHS Special Education Department Head, eff: 18/19 SY
- b. Tiffany Martin, LHS Freshman Class Advisor, eff: 18/19 SY
- c. Jennifer List, Teacher, eff: 8/1/18
- d. Kathleen Hytla, Teacher, eff: 8/10/18
- e. Angela Nichols, Supervisor of Special Education, eff: 7/31/18
- f. Diana Davis, Cafeteria Worker, eff: 7/10/18
- g. Mardis Parker, ROTC Instructor, eff : 7/13/18
- h. Christy Shepherd, Kitchen Manager, eff: 7/12/18

2. Changes of Status

It is recommended to approve the following changes of status.

- a. Holly Barger, from Teacher, BA Step 0, to Teacher, MA Step 5, eff: 8/9/18
- b. Nick Stotts, from Teacher, BA Step 0, to Teacher, BA Step 2, eff: 8/9/18
- c. Jennifer Ramage, from School Counselor, BA Step 0, to School Counselor, MA+20 Step 11, eff: 8/9/18
- d. Jose Fernandez, from Teacher, BA Step 0, to Teacher, BA+15 Step 7, eff: 8/9/18
- e. Lola Lopez, from Teacher, BA Step 0, to Teacher, MA Step 12, eff: 8/9/18
- f. Jennifer McKinney, from Teacher, BA Step 0, to Teacher, MA Step 6, eff: 8/9/18
- g. Sarah Mather, from Teacher, BA Step 0, to Teacher, MA Step 4, eff: 8/9/18
- h. Alfredo Umali, from Teacher, BA Step 0, to Teacher, MA+20 Step 12, eff: 8/9/18
- i. Hannah Keeton, from Teacher, BA Step 0, to Teacher, BA Step 2, eff: 8/9/18
- j. Lindsay Collins, from Teacher, BA Step 0, to Teacher, MA Step 4, eff: 8/9/18
- k. Mikayla Pitman, from Teacher, BA Step 0, to Teacher, BA Step 1, eff: 8/9/18
- l. Shawn Harrington, from Teacher, BA Step 0, to Teacher, MA Step 6, eff: 8/9/18
- m. Addison Hilbert, from Teacher, BA Step 0, to Teacher, BA Step 5, eff: 8/9/18
- n. Nate Imhoff, from Teacher, BA Step 0, to Teacher, BA Step 8, eff: 8/9/18
- o. Amanda Martin, from Teacher, BA Step 0, to Teacher, MA Step 5, eff: 8/9/18

- p. Jigisha Nayak, ESL Tutor, from 5 hours per day (.6 FTE), to 8.0 hours per day (1.0 FTE), eff: 8/14/18
- q. Olivia French, from General Aide, Class I, Step 1, to Central Office Secretary, Exempt, Step 2, eff: 8/1/18
- r. Cindy Larez, from Cafeteria Worker, Step 4, to Assistant Cook, Step 4, eff: 8/1/18
- s. Scott Butler, High School Principal 260 Days, from Schedule B, Level 2 to Schedule C, Level 2, eff: 8/1/18
- t. Gerald Ferrero, Assistant High School Principal 220 Days, from Schedule F, Level 3 to Schedule G, Level 3, eff: 8/1/18
- u. Brian Dalton, Junior High School Principal, 260 Days, from Schedule C, Level 2 to Schedule D, Level 2, eff: 8/1/18
- v. Clifton Franz, Elementary School Principal, 220 Days, from Schedule E, Level 3 to Schedule F, Level 3, ef: 8/1/18
- w. Laura Michaels, Elementary School Principal, 220 Days, from Schedule E, Level 3 to Schedule F, Level 3, eff: 8/1/18
- x. William Stewart Athletic Director, 260 Days, from Schedule H, Level 1 to Schedule I, Level 1, eff: 8/1/18
- y. Matthew Hopkins, Student Services Administrator, LHS from Schedule L, Level 0 to Schedule M, Level 0, eff: 8/1/18
- z. Samantha Bergman, from LJHS Drama Club Advisor ½, Level 3, Step 1, to LJHS Drama Club Advisor full, Level 3, Step 1, eff: 18/19 SY
- aa. Jennifer Marsh, from .5 FTE, to 1.0 FTE eff: 8/13/18

3. Substitute Employment - Pending Acceptable BCI/FBI Checks and Proper Licensure/Transcripts/Current CDL's/Aide Permits as applicable

Permanent Building Substitutes

It is recommended to approve the following Permanent Building Substitutes effective with the 2018-2019 school year:

Halle Page, BPS
 Susan Chalecki, BPS
 Lauren Miller, BPS
 Barbara Root, DES
 Becky Oswald, LJHS
 Hannah Hupke, LJHS
 Steve Butts, LHS
 Rebecca Colemann, LHS
 Lewis Snyder, (½) LHS

4. Transportation Substitute Employment - Pending Acceptable BCI/FBI Checks and Proper Licensure/Transcripts/Current CDL's/Aide Permits as applicable

It is recommended to approve the following Substitute Bus Driver Trainees, Sub Bus Aides, and Sub Crossing Guards – pending successful completion of the following: T-8 Physical, BCI/FBI background checks, TB, DOT drug/alcohol, temporary CDL licensing, and Aide Permits as applicable.

Substitute Bus Drivers

Earl Daniel	eff: 8/14/18
Darwin Herold	eff: 8/14/18
Debbie Hess	eff: 8/14/18
Mary McGowan	eff: 8/14/18
Michael Loge	eff: 8/14/18
Russ Rice	eff: 8/14/18
Dave Silcox	eff: 8/14/18

Substitute Secretaries

Debbie Baker	eff: 8/1/18
Janet Essig	eff: 8/1/18
Jessica Gilbert	eff: 8/1/18
Lucinda Helsinger	eff: 8/1/18
Terrie Hunter	eff: 8/1/18
Glenn Renner	eff: 8/1/18
Velma Riley	eff: 8/1/18
Alicia Smith	eff: 8/1/18

5. OBI Instructors

Kim Tewart	eff: 8/1/18
Bobbie Dawes	eff: 8/1/18

6. CPI Instructors

Becky Oeder	eff: 8/1/18
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7. Transportation Substitute Employment - Pending Acceptable BCI/FBI Checks and Proper Licensure/Transcripts/Current CDL's/Aide Permits as applicable

It is recommended to approve the following Substitute Bus Driver Trainees, Sub Bus Aides, and Sub Crossing Guards – pending successful completion of the following: T-8 Physical, BCI/FBI background checks, TB, DOT drug/alcohol, temporary CDL licensing, and Aide Permits as applicable.

Substitute Bus Driver

Terah Banta

eff: 8/1/18

8. Supplementals - Pending Acceptable BCI/FBI Checks and Verification of Past Experience and Valid Pupil Activity Permits - Effective 2018-2019 School/Contract Year

It is recommended to approve the following Supplemental Positions for the 2018-2019 School Year:

Lebanon High School

- a. Maggie Holtkamp*, LHS Special Education Department Chair, Level 5, Step 0
- b. Terri Harris*, LHS Freshman Class Advisor, Step 6
- c. Lynette Sharp, District Music Department Accompanist, Level 5, Step 6
- d. Ryan Hersh, LHS Band Guard Advisor, Level 5, Step 0
- e. Ryan Hersh LHS Winter Guard Advisor, Level 5, Step 3

Lebanon Junior High School

- a. Jacob Strahm, LJHS Head Boys Basketball Coach 8th Grade, Level 8, Step 1
- b. Jordan Jacobs, LJHS Assistant Boys Basketball Coach, Level 6, Step 0

Berry Intermediate School

- a. Greg Matusak*, Assistant Beginning Band Director .6 FTE, Level 10, Step 1
- b. Ryan Ellis*, Assistant Beginning Band Director .4 FTE, Level 10, Step 1
- c. Janis Rydalch*, 5th & 6th Grade Orchestra Instructor, Level 10, Step 6

9. Resolution for Employment of Non-Licensed Coach

It is recommended to approve Board Resolution for employment of non-licensed coach. (copy included in packet)

10. Approved ESL Tutors 2018-2019 SY - Pending Acceptable BCI/FBI checks and appropriate Certificate/Licensure

It is recommended to approve the following ESL Tutors for the 2018-2019 School Year:

Kathi McComb - Bowman
Beth McGarry - Bowman
Pam Tamplin - Donovan
Jigisha Nayak - LHS

11. Volunteers-Pending Acceptable BCI/FBI Checks

It is recommended to approve the following Volunteers for the 2018-2019 School Year:

Casey Wheeler
Heather Wheeler

12. Stipends

It is recommended to approve the following Stipends.

a. Head Maintenance Worker Stipend 2018-2019 SY \$8,000.00

Taylor Secrist

b. Cooperating Teacher Stipends for the 2nd Semester of the 2017-2018 SY

<u>Bldg.</u>	<u>Cooperating Teacher</u>	<u>Student Teacher</u>	<u>University</u>	<u>Amount</u>
Bowman	Heather Bickford	Curtis Lansaw	Miami University	\$600.00
Bowman	Lori Palmer	Monica Ferraro	Miami University	\$600.00
LHS	David Iannelli	Jack Lambert	Miami University	\$600.00
Bowman	Mary Faul	Holly Rouse	Mount St. Joseph University	\$400.00

13. Job Description - First Reading

It is recommended to approve the following Job Description for First Reading. (copy included in packet)

a. Central Office Secretary - Public Relations/Reception

14. Extended Days for the 2018-2019 School Year

It is recommended to approve the following personnel for extended days for the 2018-2019 School Year.

NAME	POSITION	DAYS
Bacher, Jessica	Counselor	11 days
Coffey, Laura	Nurse	8 days
Ensman, Jennifer	Media	10 days
Evans, Tanya	Nurse	8 days
Hahn, Rachel	Media	10 days
Hartley, Ryan Elizabeth	Counselor	15 days
Kendrick, Lora	Consumer Science	3 days
King, Andy	Counselor	11 days
Messner, Pat	Media	10 days
Nielsen, Eilene	ROTC	20 days
Nistel, Kristi	Counselor	15 days
Russell, Alisa	Counselor	10 days
Schneider, Justin	Counselor	20 days
Stewart, Alyssa	Counselor	15 days
Turpin, Libby	Consumer Science	10 days
Zoliner, Melanie	Integration Specialist	10 days

15. Interpreter Services

It is recommended to approve the following Interpreter Services for the 2018-2019 School Year:

Melida Skipworth, \$20.00 per hour

Anna Estrada, \$20.00 per hour

16. Home Instruction Tutors

It is recommended to approve the following Home Instruction Tutors, at the rate of \$28.88 per hour for the 2018-2019 School Year:

Emily Upper

17. Approve Tutors - Pending Acceptable BCI/FBI Checks and Appropriate Certification/Licensure as applicable

It is recommended to approve the following Tutors:

Classified Intervention Tutors for the 2018-2019 school year only (to be paid per approved OAPSE General Aide, Step 0, Salary Schedule from Academic Reserve and/or Title Funds) Part-time, up to 19.75 hours per week average.

Bowman Primary School

Julie Harris
Elizabeth McLagan

Lebanon Junior High School

Kala Steedly
Patricia Engles

Lebanon High School

Ray Figary
Edie Wilson
Elizabeth Cooper
Lewis Snyder (½)

18. Leaves of Absence

It is recommended to approve the following Leaves of Absence:

- a. Jennifer Francis, unpaid childcare leave for the 2018-2019 SY
- b. Kristin Neike, unpaid childcare leave for the 2018-2019 SY

H. Board of Education Communications

- Warren County Career Center Liaison
Esther Larson
- Student Achievement Liaison
Chip Bonny
- Legislative Information Liaison
David Donovan
- Community Audit Advisory Committee Liaison
Ryan Patterson, Jr.
Donna Davis Norris

X. Executive Session

For the preparation of conducting or reviewing negotiations or bargaining sessions with public employees

XI. Adjournment